

RSVP ADVISORY COUNCIL MINUTES NOVEMBER 1, 2018

- Call meeting to order, Chair, John Blackmore
- Approval of minutes: Harry R moved to accept, Jon K second, motion carried.
- Adjustments to the agenda
- Ice Breaker – Thanksgiving tradition

PROGRAM: RSVP Staff Advance – The RSVP staff highlighted information from the RSVP Advance that was held in October.

- The advance allows for un-interrupted time for staff to be intentional about our processes and this time is used for brainstorming and goal setting.
- Reviewed and set goals for recruitment, marketing, fundraisers and recognition ideas:
 - We hope to add at least 1 meat raffle next year.
 - We are going to review our recognition donation letter to try to increase donations for 2019
 - Recruitment cards will be given out to Advisory Council members and new enrollees to increase number of new RSVP volunteers.
 - We will collaborate with FGP, and Senior Companion programs to do a Senior Corps psa.
- All documents used were reviewed
- Staff reviewed performance measurement results and set new outcome goals for the 2019 grant if they can be changed.
- We reviewed all staff duties and rearranged some duties to other staff members.

ITEMS OF INTEREST:

- Published articles – Lisa passed around articles published since the last meeting.
- Funding Update - Lisa
 - Bernick's Foundation grant update – RSVP was not awarded the grant.
 - Move the Mall update - Jacquie shared that the planning committee is very busy getting started! The walk will be held on **March 30th, 2019 at Crossroads Center in St. Cloud**. Individual and team walker registration forms will be out very soon and will be shared at next advisory council meeting. Sponsorships are coming in, total of 5 sponsors so far for \$2,000 (last year at this time there were 2 sponsors for \$250!) so we are doing great! Save the date flyers will be ready by next meeting as well. Please let Jacquie know if there is somewhere you are willing to share these flyers and/or walker registration forms.
- Falls Prevention – Jacquie shared that RSVP assisted with hosting the "Home and Safety Fair" at Whitney Senior Center on October 18th as part of the Central MN Falls Prevention/Home and Safety Coalition. The fair went great and there were some RSVP volunteers present and assisting with greeting guests.
- Six-month federal project progress report – Lisa reported we are pretty much on target at the six-month mark. We are short unduplicated volunteers in the areas of Reading Partners (-1) and transportation (-5). We need to add a lot more volunteers in the areas of tutoring, companionship and transportation.
- Research Project Update – Charlotte/Randy
- Advisory Council membership – Lisa
 - Perry Beise – renewed
 - Barb Rebischke – renewed

-New members:

-Jeff Proell – Sauk Rapids RSVP volunteer

-Therese Haffner – City of St. Joseph

-Sue Hanks – Catholic Charities Emergency Services

-Carolyn Garven – St. Cloud/Benton County RSVP volunteer

-Mayor Rick Miller -City of Waite Park

-Carol Brunn – Sherburne County – Becker RSVP volunteer

-Waiting for appointments for a St. Joseph RSVP volunteer; Sartell RSVP volunteer; transportation agency representative.

*Vice Chair and Secretary officers needed for election in December

- Kudos – Staff
- Staff Reports – All

Lisa J. Braun, RSVP Director

6 month federal Project Progress report completed 10-25-2018

Second Quarter Project Progress Report 10-3-2018

Gather Performance Measurement data

Move the Mall vendor contacts – 10-5-2018

Partner Agreement Updates:

Quiet Oaks Hospice – 10-5-2018

Resource Training and Solutions – 10-16-2018

CAER Center – 10-23-2018

Central MN SCORE – 10-18 - 2018

Becker Food Shelf – 10-23-2018

Becker Area Senior Center – 10-23-2018

Landings of Sauk Rapids – 10-8-2018

Mark Sakry retirement – Boys and Girls Club Director/RSVP supporter

KNSI Radio Interview

Personnel Issues

Home Grown training – Initiative Foundation

United Way grant training

Intergovernmental

Partner Agreement Update – Sherburne County Administration

Move the Mall committee

RSVP Advance – 10-8 – 9, 2018

Whitney Senior Center fundraiser – volunteer experience

Aging Services Department

Sartell TRIAD

Home and Safety Fair

Tri-Cap Transportation Advisory Council

Other – Attended 8 meetings

Jennifer Wucherer - Program Coordinator

Community Partner Orientation (Habitat for Humanity)

Expo for Seniors Website Training

Volunteer Recognition: **74** Birthday calls

In person volunteer engagements – Marge L

Funeral Visitation for longtime volunteer – Grace K

2-day RSVP Advance

CNCS grant statistic information gathering from community partners

MN Board On Aging Dementia Grant Capability Training for Paramount Art Sparks

Summary of October 2018 Activity:

9 Total Volunteer Enrollments

7 Total Volunteer Placements
17 One-time Events / 93 Positions
5 Meetings attended

Charlotte Strei – Program Coordinator

- Sherburne County Area United Way Community Connect Event – RSVP coordinated all the volunteers for the event: 33 RSVP volunteers, 33 Other volunteers. 156 adults and children attended. About 65 households.
- Was invited to tell the Elk River Rotary about RSVP. Showed a presentation. Very positive group!
- Completed shifting of RSVP volunteer “Primary Placements” to align with our federal grant goals. Used the information from the Reporter software to generate the reports needed for the federal grant report.
- Facilitated the Hunger Free Sherburne County quarterly meeting through a re-evaluation of goals for 2019.

Summary of October 2018 Activity:

Enrollments – 3

Ongoing placements – 6

One time/short-term events – 5 events/83 RSVP positions

Promo Activities (Newsletter submissions/displays/flyer distribution) for RSVP or Volunteer Bridge – 7

Community meetings attended – 3

Jacquie Willis- RSVP Special Projects Coordinator

> PR Efforts

- 5 article distribution outlets
- 19 posts on social media
- 2 City of St Cloud website News Flashes
- 1 City of St Cloud CivicSend (new!)
- 7 new “Call to Action” button referrals (5 sent to United Way as individual was not age eligible for RSVP)
- RSVP website homepage update (photos and info)
- Updated 2 volunteer needs on United Way volunteer recruitment website
- Submitted content to the Sartell Senior Connection and Waite Park newsletters
- ‘Summer Recap’ video sent to all volunteers, agency partners, government contacts, funders, supporting businesses/organizations

> Financial Activities

- Reconciled Aug & Sept managers reports and performed federal drawdowns
- Submitted e-Grants semi-annual financial report and DPM Quarterly Report
- Invoiced Sherburne County Admin and Sheriff’s Dept for quarterly payment
- Met with Lori and Eric at Finance Dept to discuss volunteer mileage reimbursement troubleshooting

> Miscellaneous

- Move the Mall Walk for Volunteerism
 - Solicited Sponsorships
 - Met with Chick-Fil-A regarding walk sponsorship/involvement
 - Held 2 sub-committee meetings
 - Worked on preparing the walker registration form
 - Updated and created marketing materials
- Falls Prevention
 - Posted Home and Safety Fair to 3 local radio community calendars
 - Helped to host Home and Safety Fair on October 18th, 2018
- Readers’ Theater
 - Volunteers read at 5 schools for 15 performances for 454 students

- Attended one reading performance\
- > Personnel Issues
 - Attended the RSVP Staff Advance
 - Attended the St. Cloud Tedx Event
- > Other:
 - Attended the United Way Grant Application Training/Info Session
 - Attended 8 meetings

ANNOUNCEMENTS

- Next Meeting – **December 6, 2018**

ADJOURNMENT